

MINUTES OF THE COMPLETE STREETS COMMISSION
REGULAR MEETING OF THE CITY OF LOS ALTOS,
HELD ON WEDNESDAY, SEPTEMBER 29, 2021 AT 5:30 PM
HELD OVER RING CENTRAL CONFERENCE CALL

PRESENT: Nadim Maluf (Chair), Stacy Banerjee (Vice Chair), Cynthia O'Yang, Suresh Venkatraman, Steve Katz, Tom Gschneidner, Marisa Lee (Staff Liaison)

ABSENT: Suzanne Ambiel

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

- Comment on recent accident at Fremont Avenue and Austin Avenue. Requested City staff to coordinate with Police Department to review recent accident reports

ITEMS FOR CONSIDERATION/ACTION

1. Approve Meeting Minutes of August 25th, 2021

Upon motion by Commissioner Venkatraman, seconded by Commissioner Katz, the Commission moved to approve the meeting minutes of August 25th, 2021, with the following corrections:

- Change meeting date from Thursday to Wednesday at the top.
- Remove Commissioner O'Yang from "Present".
- Note the approval of item 4, VMT policy.

Vote:

AYES: 5. NOES: 0. ABSTAIN:1. ABSENT: 1. Passed 5-0

2. 349 First Street - 12 Unit Condominium Project (Sean G.)

Associate Planner Sean Gallegos from City of Los Altos and Annie Leong from Studio T Square presented the item and answered questions from the Commission. The Commission provided feedbacks and comments to the project in preliminary application phase.

Comments from the Commission:

- Requested the applicant to review draft developer checklist.
- Project traffic impact analysis (TIA) shall analyze level of service (LOS).
- Review cumulative parking impact on First Street.
- Project should exceed minimum bike parking requirement.

3. 374 Second Street (Packard Foundation) Design Review for proposed carport and parking lot modifications

Senior Planner Steve Golden presented the parking lot modification proposal and answered questions from the Commission. The item was approved by the Planning Commission prior to this meeting and it will be presented to City Council for final approval with consolidated comments from both Planning Commission and Complete Streets Commission.

1 Public comment.

Comments from the Commission:

- Recommend future monitoring of the Alternative Transportation Management Program (ATMP).
- Explore options to add green infrastructure facilities within project site.

4. Complete Streets Master Plan (CSMP) – Approval

Jeff Knowles from Alta Planning presented and answered questions from the Commission. Complete Streets Master Plan is scheduled for City Council review in November.

Comments from the Commission:

- Continue to solicit public input before CSMP is adopted.
- Provide sufficient public notification for the City Council agenda item.
- Provide executive summary for the document.

5. Monthly Staff Report

- City Staff will schedule a meeting to present Cuesta Drive Traffic Calming project update.
- St. Joseph Avenue parking and traffic data collection will be presented at community outreach meeting in November.
- Commissioner training scheduled for October 22.

COMMISSIONERS REPORTS AND COMMENTS

None.

POTENTIAL FUTURE AGENDA ITEMS

- Clarification on Commission's role in reviewing Development projects.
- Downtown Parklet Program update
- Update on the operation of new traffic signal modifications at San Antonio Road and Almond Avenue.

ADJOURNMENT

Chair Maluf adjourned the meeting at 8:21 PM